



30 November 2022

Committee Chair: Councillor N Kelly

Committee Vice-Chair: Councillor N Ramsay

Committee Members: Aldermen – F Agnew, T Burns, L Clarke, M Girvan,
J McGrath and J Smyth

Councillors –J Archibald-Brown, A Bennington, R Foster,
J Gilmour, A Logue, J Montgomery and R Swann

Dear Member

MEETING OF THE OPERATIONS COMMITTEE

A meeting of the Operations Committee will be held in the **Round Tower Chamber, Antrim Civic Centre on Monday 5 December 2022 at 6.30 pm.**

You are requested to attend.

Yours sincerely

A handwritten signature in black ink that reads "Jacqui Dixon".

Jacqui Dixon, BSc MBA
Chief Executive, Antrim & Newtownabbey Borough Council

PLEASE NOTE: Refreshments will be available in the Café from 5.20

For any queries please contact Member Services:
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A G E N D A

1 APOLOGIES

2 DECLARATIONS OF INTEREST

3 INTRODUCTION OF NEW STAFF

4 ITEMS FOR DECISION

4.1 Better Regulation of Cosmetic Treatments

4.2 Review of the Food Law Code of Practice (Northern Ireland) In Relation to a New Food Standards Delivery Model

4.3 Leisure Grant Aid Programme

4.4 Antrim and Newtownabbey Local Biodiversity Action Plan

4.5 Parks and Open Spaces Sub Group

4.6 Low Emission Fuel – Vehicle Pilots Update

4.7 Electric Vehicle Charging Provision - On Street Residential Charging Scheme

4.8 Crematorium Update

5 ITEMS FOR NOTING

5.1 Environmental Management System Performance Update

5.2 Building Control Update Report December 2022

5.3 Work Related Deaths – Review of Agreement for Liaison

5.4 Early Diagnosis Dementia Pilot

6 ITEMS IN CONFIDENCE

6.1 Cemetery Burial Capacity Update

6.2 Forest Service

6.3 Waste Collection Contracts

7 ANY OTHER RELEVANT BUSINESS

REPORT ON BUSINESS TO BE CONSIDERED AT THE OPERATIONS COMMITTEE MEETING ON MONDAY 5 DECEMBER 2022

4 ITEMS FOR DECISION

4.1 EH/EHS/HS/006 BETTER REGULATION OF COSMETIC TREATMENTS

Members are advised that Council has a legal responsibility to regulate some cosmetic treatments under The Local Government Miscellaneous Provisions Northern Ireland Order 1985 in conjunction with local byelaws.

The popularity of aesthetic non-surgical cosmetic treatments has grown rapidly in recent years, with new non-surgical cosmetic procedures continually emerging on to the market. The Health and Safety Liaison Group (HSLG), a sub group of Environmental Health Northern Ireland (EHNI) – which is made up of the Heads of Environmental Health in all 11 councils, considers that existing legislation in Northern Ireland to regulate this sector is no longer fit for purpose.

The introduction of a national licensing scheme to govern the oversight of advanced aesthetic non-surgical cosmetic treatments, was one of seventeen recommendations made by the All-Party Parliamentary Group on Beauty, Aesthetics and Wellbeing following their Inquiry into advanced aesthetic non-surgical cosmetic treatments. While the UK Government has recently agreed to amend the Health and Care Bill in England to introduce a licensing scheme for non-surgical cosmetic procedures to better regulate the cosmetic industry in England, no such plans appear to be being made for Northern Ireland (NI).

The Chartered Institute of Environmental Health which successfully campaigned for better regulation and a licensing scheme for the cosmetic industry in England and is equally supportive that a similar regulatory system be introduced in Northern Ireland.

Concerns expressed by the HSLG include:

- A significant rise, in recent years, in the number and type of non-surgical aesthetic procedures available in Northern Ireland, with many practitioners performing treatments without being able to evidence appropriate training nor the required standards of oversight and supervision
- NI Councils have few powers to refuse the registration of the practitioners carrying out cosmetic treatments covered by the 1985 Order, regardless of the practitioner's level of competence or qualification
- The 1985 Order does not extend to the large number of emerging invasive treatments now available to the public

The licensing scheme planned for England will introduce consistent standards that individuals carrying out non-surgical cosmetic procedures such as lip fillers, botox injections etc. must meet, as well as hygiene and safety

standards for premises. It will focus on those cosmetic procedures which, if improperly performed, have the potential to cause harm.

In October 2021, the Botulinum Toxin and Cosmetic Fillers (Children) Act 2021 came into force in England making it illegal to administer Botox or a filler by way of injection for a cosmetic purpose to a person under 18 years of age. No such legislation currently exists in Northern Ireland.

In the interests of protecting public health, the HSLG is seeking the support of all Councils by writing to the Department of Health to request better regulation of cosmetic treatments, together with the introduction of a licensing scheme for non-surgical cosmetic procedures. Put simply, this would make the non-surgical cosmetics industry better regulated in Northern Ireland.

RECOMMENDATION: that Council agrees to write to the Department of Health to request better regulation of cosmetic treatments in Northern Ireland in line with what is planned in England, together with the introduction of a licensing scheme for non-surgical cosmetic procedures.

Prepared by: Karen Allen Environmental Health Manager (Health and Safety & Consumer Protection)

Agreed by: Clifford Todd, Deputy Director of Operations (Environmental Health, Property and Building Services)

Approved by: Geraldine Girvan, Director of Operations

4.2 EH/EHS/003 REVIEW OF THE FOOD LAW CODE OF PRACTICE (NORTHERN IRELAND) IN RELATION TO A NEW FOOD STANDARDS DELIVERY MODEL

Members are reminded that Councils in Northern Ireland have a statutory responsibility to enforce legislation relating to food standards.

The Food Standards Agency (FSA) is seeking stakeholders' views on the proposed changes to the Food Law Code of Practice (the Code), that would implement a new model for delivery of food standards in Northern Ireland.

The Code sets out instructions and criteria to which Councils in Northern Ireland must have regard when discharging their duties in relation to the delivery of official food control activities. The Food Standards Agency is required to consult on amendments to the Code prior to implementation.

The proposed changes to the Code will increase the flexibility that Councils have to use Official Control methods and techniques, and direct Council's resource to where they are most needed to tackle emerging risks in the food chain.

Details of the Consultation can be found at:

<https://www.food.gov.uk/news-alerts/consultations/consultation-on-proposed-changes-to-the-food-law-code-of-practice-northern-ireland-in-relation-to-a-new-food-standards-delivery>

Officers have drafted a response for consideration, **enclosed**, the key points of which are set out below:

- Council broadly welcomes the proposed changes to the food standards intervention rating scheme
- The proposed scheme provides for a more realistic assessment of risk and allows Councils to target non-compliant businesses
- The proposed frequency of 6 and 10 years is too long a period for businesses to remain uninspected as business activities could significantly change in this time
- Changes to the Council's information management systems will need to be made to capture the required data - this is managed directly between FSA and the IT provider – at no cost to Council
- The time needed to train officers on the new delivery model has been underestimated and should be revisited

The deadline for submission of responses is 9 January 2023.

RECOMMENDATION: that the draft response to the Consultation on the Review of the Food Law Code of Practice be approved.

Prepared by: Christina McErlean, Environmental Health Manager
(Commercial)

Agreed by: Clifford Todd, Deputy Director of Operations (Environmental
Health, Property and Building Services)

Approved by: Geraldine Girvan, Director of Operations

4.3 L/LEI/002 LEISURE GRANT AID PROGRAMME

Members are advised that during the third call for the Leisure Grant Aid Programme (August – October 22), a total of 28 applications were submitted. All 28 applications have been scored with a table setting out details and recommendations **enclosed**.

Should approval be given for the grants listed, the balances remaining in each funding category are set out below:

Category	No. of apps.	Budget	Approved spend to date 22/23	No. of apps.	Grants proposed	Funding Balance remaining (subject to approval of application)
					(£)	
Capital Grants	1	£40,000	£20,000	0	0	£20,000
Grants to Clubs	5	£40,000	£6,350	6	£4,000	£29,650
Grants to Athletes	32	£30,000	£22,075	8	£7,189	£736
Grants to Coaches and Officials	11	£5,000	£1,297	5	£495	£3,208
Sports Event Grant	6	£50,000	£30,196	2	£16,130	£3,674
Defibrillator Grant	1	£5,000	£0	2	£3,000	£2,000
Allocation total	56	£170,000	£79,918	23	£30,814	£59,268
Fitness suite Gold Card	4	20 Applications	4 eligible	5 Applications	5 eligible	11 applications
Total spend to date including this call, if approved £110,732						

RECOMMENDATION: that the grant awards set out in the enclosure are approved.

Prepared by: Anna Boyle, Sport & Physical Activity Programmes Manager

Agreed by: Deaglan O'Hagan, Head of Leisure Operations

Approved by: Matt McDowell, Director of Parks and Leisure Operations

4.4 PK/BIO/041 ANTRIM AND NEWTOWNABBEY LOCAL BIODIVERSITY ACTION PLAN

Members are reminded that in April 2022, following public consultation, Council approved the final draft of the Local Biodiversity Action Plan [enclosed].

The 5-year action plan was developed following a recent biodiversity audit of the key habitats and species within the Borough, with a number of key objectives identified to be achieved within this time. Once approved the Action Plan will be publicly launched and promoted through an extensive PR campaign.

RECOMMENDATION: that the Local Biodiversity Action Plan publication be approved.

Prepared by: Elaine Upton, Countryside Officer

Agreed by: Paul Mawhinney, Head of Parks Operations

Approved by: Matt McDowell, Director of Parks and Leisure Operations

4.5 PK/GEN/035/VOL4 PARKS AND OPEN SPACES SUB GROUP

At the most recent Parks and Open Spaces Sub-Group meeting on 11 October 2022, Members considered a detailed report. Arising from the meeting, a recommendation was made for consideration by the Operations Committee and the minutes of the meeting are **enclosed**.

RECOMMENDATION: that the minutes of the Parks and Open Spaces Sub-Group meeting held on 11 October 2022 be approved.

Prepared by: Vicki Kyles, Personal Assistant to Director of Parks and Leisure Operations

Agreed and Approved by: Matt McDowell, Director of Parks and Leisure Operations

4.6 G/FM/001 LOW EMISSION FUEL - VEHICLE PILOTS UPDATE

As Members will be aware Council approved a number of pilots to trial alternative fuels to reduce carbon emissions from our fleet as part of the Climate Action Plan. In addition, Council approved the development of a report to assist in the decarbonisation of the fleet and work on this is due to be completed in March.

An electric Refuse Collection Vehicle has been used for the trade waste service although there are concerns over its operational effectiveness due to lack of range with the dispersed nature of our businesses. Further trials of electric powered medium and large vehicles are being developed although there are ongoing global issues with the supply of this type of vehicle.

While it has not been possible to trial a hydrogen powered vehicle to date, further work identifying supply options has been continuing and these findings will be fed into the fleet decarbonisation report.

The final aspect of the alternative fuels trials was the use of Hydrotreated Vegetable Oil Fuel (HVO) as a replacement to diesel in 15 vehicles in the Council fleet. HVO is a low-carbon fuel and is derived from used cooking oils, residue animal fats from food processing, and non-food grade crops with Council supplies from Nestle, who are the main supplier of HVO in Europe.

At present 15 vehicles in the Waste and Parks fleet are being powered by HVO, with no effect on performance, and it is estimated that this has reduced CO2 emissions by 255 tonnes, which is a 90% decrease on the emissions when using diesel. To offset that amount of carbon, Council would need to plant 1,530 trees. In addition, the use of HVO also delivers a 30% reduction in nitrogen oxide and 85% decrease in particulate matter which will result in improvement air quality.

HVO fuel does cost more than diesel and this year, on average, it has been 29% higher in price, which equates to approximately £46,000 more for the 15 vehicles currently on the pilot.

HVO can only be used in certain diesel powered vehicles and it is estimated that it would be feasible to run a further 18 vehicles on HVO. To transfer these vehicles over to HVO would cost another £41,000 per annum but would save a further 230 tonnes of CO2 emissions each year. The reason the cost is the same for more vehicles is due to the engine size of the remaining suitable fleet.

It is proposed to include these findings as part of the wider fleet decarbonisation study and await recommendations in the report before increasing the use of HVO. In the meantime, it is recommended that the existing vehicles using HVO continue to use this fuel.

When the report on the decarbonisation of the fleet has been completed, the findings will be presented to Council for further discussion.

RECOMMENDATION: that Council continues the use of HVO fuel in the existing 15 vehicles with the expansion of the use of HVO throughout the fleet delayed until the review of the report into the decarbonisation of the fleet.

Prepared by: Lynda Gregg, Transport & Contracts Manager

Approved by: Michael Lavery, Director of Waste Operations

4.7 PBS/PS/001 ELECTRIC VEHICLE CHARGING PROVISION - ON STREET RESIDENTIAL CHARGING SCHEME

Members are reminded that at the September 2022 meeting of the Operations Committee an update was provided on the status of the On Street Residential Charging Scheme for Electric Vehicles:

- A Letter of Offer was received from the Office of Zero Emission Vehicles (OZEV) to all participating Councils for a total of £1,348,370 to fund all 124 charge points subject to meeting the timeframe for full operational delivery by June 2023
- The Department for Infrastructure confirmation that match funding commitment would increase from £350,000 to £500,000
- Business model for delivery of the project yet to be determined but 4 models under consideration

Approval was given for Council to participate in pre-tender engagement with Charge Point Operators subject to appropriate contractual arrangements being agreed.

To date, no further clarity has been received and therefore delivery of phase I is still uncertain, however notification has been received from the Energy Savings Trust indicating that the OZEV has announced another £20 million in funding to improve the Electric Vehicle infrastructure across the United Kingdom for 2022/2023.

Local authorities have been invited to submit applications to receive this funding, subject to the following provisions:

- Councils can receive a grant to part-fund up to a maximum of 60% of capital costs relating to the procurement and installation of residential electric vehicle chargepoint infrastructure. Many projects may require less grant funding.

Members may wish to note that the current phase of the scheme offers funding of up to 75% of capital costs. It is not yet clear if the Department for Infrastructure will provide any match funding.

- OZEV can fund up to a maximum of £7,500 per chargepoint, unless electrical connection costs are exceptionally high. In these cases, funding up to £13,000 per chargepoint may be provided
- Applications for projects that will be delivered by the end of the 2023/2024 financial year (31 March 2024) will be considered
- There is no maximum or minimum project size, but OZEV reserves the right to approve or reject applications on a case-by-case basis
- Successful applicants will receive 75% of the grant funding upfront. The remaining 25% can be claimed on completion of the project. All capital costs associated with the installations must be individually evidenced. If the total project costs come in under the 75% paid in advance, the local authority will be required to reimburse OZEV. For

more information about how to submit a project claim, see claims assistance below

Members are also reminded that NIE Networks will continue to be required to confirm if locations chosen are viable.

Despite the uncertainty regarding the delivery of the existing approved consortium application, officers continue to liaise with other Councils who are consortium members to establish any potential to proceed with a second application in view of the current difficulties.

RECOMMENDATION: that officers have approval to participate in a further application if this proves feasible. Committee to be kept updated to facilitate a final decision being made by Council.

Prepared by: Clifford Todd, Deputy Director of Operations (Environmental Health, Property and Building Services)

Approved by: Geraldine Girvan, Director of Operations

4.8 PK/CEM/CR/006 CREMATORIUM UPDATE

Members are reminded that the Crematorium is scheduled to open in June 2023. To support the opening of this new facility, the enclosed Marketing and Communications Plan and FAQs has been developed. This plan identifies the target audiences, key messaging and activity that will take place between now and the opening of the Crematorium.

In addition to the Plan, there has been ongoing PR activity relating the Crematorium as follows:

- The Crematorium Manager and Council Registrar participated in the Mid and East Antrim Agewell Partnership Bereavement Services Event, held on 11th October 2022 which provided an opportunity to provide the public and funeral directors with information on the new Crematorium including the standard of service to be expected.
- Preliminary engagement has commenced with the two principle Funeral Director Professional Trade Representatives - National Association of Funeral Directors (NAFD) and National Society of Allied and Independent Funeral Directors (SAIF). The aim of this engagement is to establish a Funeral Director Forum, which will act as a conduit between Council and funeral directors on all relevant matters relating to the Crematorium.

Members are advised that the Institute of Cemetery and Crematorium Management (ICCM) is the professional body of which Council's Crematorium is an affiliated member. The ICCM operates a Recycling of Metals Following Cremation Scheme whereby the income generated from precious metals following cremation is distributed to suitable local or national death or bereavement related charities. It is proposed that the Mayor annually nominates a charity which meets the above criteria.

RECOMMENDATION: that the Mayors nominate a bereavement charity to benefit from the Recycling of Metals Following Cremation Scheme.

Prepared by: Jim Parker, Crematorium Manager

Agreed and Approved by: Matt McDowell, Director of Parks and Leisure Operations

5 ITEMS FOR NOTING

5.1 WM/WM/049 ENVIRONMENTAL MANAGEMENT SYSTEM PERFORMANCE UPDATE

Members will be aware that Council has successfully implemented the Environmental Management System (EMS), accredited to ISO14001 standard, in order to reduce the organisation's impact on the environment. In order to retain the ISO14001 accreditation, the EMS is audited annually by an independent external auditor.

The EMS must meet specific criteria including a commitment by Council to meeting the requirements of environmental legislation and regulations, preventing pollution and striving for continued improvement in environmental performance.

The auditor completed her annual audit in November and has judged that Council has successfully achieved ISO14001 standard. The auditor stated that the continuous improvement displayed by Council was impressive, and the collaborative work across facilities and Departments to improve overall environmental performance was commended.

Planned projects to demonstrate continued improvement in environmental performance include the delivery of the climate change action plan, million trees project, trial of carbon reducing alternative fuels, plastic prevention initiatives, paperless projects and the work at making Council events and promotions sustainable.

Another demonstration of Council's environmental performance was the achievement the Platinum Award in the Annual Northern Ireland Environmental Benchmarking Survey 2022.

The Survey is completed by Government and private organisations across Northern Ireland assessing their environmental performance in areas including energy, transport, biodiversity, water and waste.

Despite stricter scoring criteria in 2022 to encourage companies and authorities to demonstrate greater commitment to environment improvement, Council maintained their Platinum Award status.

RECOMMENDATION: that this report be noted.

Prepared by: Lynsey Daly, Head of Waste Strategy and Contracts

Approved by: Michael Laverty, Director of Waste Operations

5.2 PBS/BC/002/VOL2 BUILDING CONTROL UPDATE REPORT DECEMBER 2022

The Building Control update, **enclosed**, provides an overview of Building Control applications received, plan assessment and inspection performance levels, Land and Property Services (LPS) partnership working and overall service income levels during the first two quarters of the current financial year.

As requested at a previous meeting of the Operations Committee, a summary is included.

RECOMMENDATION: that the report be noted.

Prepared by: Stephen Hipkins, Head of Property and Building Services

Agreed by: Clifford Todd, Deputy Director of Operations (Environmental Health, Property and Building Services)

Approved by: Geraldine Girvan, Director of Operations

5.3 EH/EHS/HS/006 WORK RELATED DEATHS – REVIEW OF AGREEMENT FOR LIAISON

Members are reminded that an Agreement for Liaison is in place for the Investigation of Work-Related Deaths in Northern Ireland. The Agreement, between, the Health and Safety Executive for Northern Ireland (HSENI), the Police Service of Northern Ireland (PSNI), the Police Ombudsman for Northern Ireland (PONI) and the 11 Councils through Environmental Health Northern Ireland (EHNI) has recently been revised and updated by HSENI and is enclosed. The changes to the document include clarifying roles and responsibilities while also updating the signatories representing each partner organisation. Colin Kelly, Head of Environmental Health and Wellbeing represents Council on EHNI.

Councils and the HSENI are responsible, under Article 20 of the Health and Safety at Work (Northern Ireland) Order 1978, for making adequate arrangements for the enforcement of Health and Safety legislation in places of work with a view to securing the health, safety and welfare of workers and protecting others, principally the public.

The Agreement is designed to emphasise the importance of the appropriate investigative agencies working together to ensure that a thorough investigation is carried out of work-related deaths in Northern Ireland. The Council or HSENI will have the duty to investigate a work-related death with the division of responsibility being dependent on the premises type. Details of these are set out in the

The Agreement sets out the principles for effective liaison between the parties. In particular, it deals with incidents where following a death, there is a suspicion that criminal offences, such as manslaughter and breaches of Health and Safety legislation may have been committed.

RECOMMENDATION: that the report be noted.

Prepared by: Karen Allen Environmental Health Manager (Health and Safety and Consumer Protection)

Agreed by: Clifford Todd, Deputy Director of Operations (Environmental Health, Property and Building Services)

Approved by: Geraldine Girvan, Director of Operations

5.4 EH/PHWB/012 EARLY DIAGNOSIS DEMENTIA PILOT

Members are reminded that the Environmental Health and Wellbeing team are responsible for delivering the Public Health Agency's Age Friendly agenda and currently undertake home safety assessments for vulnerable people and those over the age of 65.

The current home safety assessments are predominately based on an individual's mobility around the home. However, as individuals live longer and independently at home, the risk of developing age based cognitive decline and dementia can increase. As a consequence, this can increase the risk of accidents occurring within the home.

There are approximately 24,500 people over the age of 65 living within the Borough and dementia symptoms are generally more prevalent as people get older. The Environmental Health and Wellbeing team, working in collaboration with the Northern Health and Social Care Trust's (NHSCCT) the Dementia Service Improvement Team, the Public Health Agency, the Northern Area Integrated Care Partnership and the Alzheimer's Society, have developed an Early Diagnosis Dementia pilot which will be rolled out by Council's Home Accident Prevention Officer in the Borough for six months commencing on the 1 December 2022.

During Home Safety visits, and with the consent of the individual, it is anticipated that the completion of the Early Dementia Diagnosis and NHSCCT Dementia checklist will help highlight any early signs of cognitive decline.

If some cognitive decline is indicated, individuals will be given the opportunity and assistance to complete, a more detailed Dementia assessment that has been developed by the Alzheimer's Society. This will not be a clinical assessment but will provide an opportunity for signposting and providing guidance information, with individuals being directed towards their GP so further exploratory tests can be undertaken.

It is hoped this will identify those at the initial stages of dementia and may help individuals receive an earlier diagnosis, thus allowing for improved treatment options and families to look at advance care planning.

RECOMMENDATION: that the report be noted.

Prepared by: Alison Briggs, Deputy Head of Environmental Health (Health and Wellbeing)

Agreed by: Clifford Todd, Deputy Director of Operations (Environmental Health, Property and Building Services)

Approved by: Geraldine Girvan, Director of Operations